

**TOWN OF DARIEN
BOARD OF SELECTMEN
FEBRUARY 22, 2016**

ATTENDANCE: First Selectman Jayme Stevenson; Charles Koons, Susan Marks,
Robert Richards, Marc Thorne.
STAFF: Kate Clarke Buch, Town Administrator.

CALL TO ORDER

First Selectman Stevenson called the meeting to order at 7:10 p.m.

Public Comment - None

FIRST SELECTMAN'S REPORT

First Selectman Stevenson read her report and provided it for the record, as follows:

- Status of Mather/BOE overage and RTM process
Members of the RTM Finance and Budget Committee, RTM Moderator, Board of Finance Chair, Town Administrator and I have met several times to discuss the Mather Center/Board of Education Administrative Office building project budget and the process to bring the project budget and request for additional funding to the RTM. Based on schedules, we are managing to an April 2016 RTM presentation. Our presentation will include recommendations on better internal procedures for municipal construction projects.
- 41 Hecker Avenue Acquisition
The resolutions for the acceptance of the Land Trust gift and to acquire 41 Hecker Avenue have been pulled from tonight's RTM agenda. The RTM has some questions they need answered before formal consideration.
- Parking Committee
The Parking Committee is meeting tomorrow at 12:00. They plan, as per their charge, to develop a list of recommendations based on the consultant's report.
- Final comments on the draft town plan are due to Jeremy Ginsberg, Planning & Zoning, by Wednesday, February 24th.

TOWN ADMINISTRATOR'S REPORT

Ms. Buch reported that staff is working on sprucing up Town Hall and making small renovations to make it more functional.

First Selectman Stevenson asked about the wellness initiative for employees. Ms. Buch explained that it was a self-funded health challenge to keep employees moving by tracking miles and increasing physical activity. There was a note of thanks to Pam Geary, and Parks and Recreation Department for their help with the program.

New Business

Discuss and Take Action on Approval of Darien Sidewalk Sales & Family Fun Days and permission to the Darien Chamber of Commerce on July 13-15, 2016

First Selectman Stevenson noted that this was an annual program. It was noted that there is a great deal of logistic coordination with enforcement of traffic, barricades, parking and signage. First Selectman Stevenson added that there should be police presence for pedestrian traffic and requested to engage the support of the Darien Police Department.

- ** MR. RICHARDS MOVED TO APPROVE THE FOLLOWING:
THE BOARD OF SELECTMEN OF THE TOWN OF DARIEN HEREBY GRANTS PERMISSION TO THE DARIEN CHAMBER OF COMMERCE FOR DARIEN SIDEWALK SALES & FAMILY FUN DAYS TO TAKE PLACE JULY 13-15, 2016 TO INCLUDE THE PRESENCE OF DARIEN POLICE FOR PEDESTRIAN TRAFFIC.**
- ** MS. MARKS SECONDED THE MOTION.**
- ** MOTION PASSED UNANIMOUSLY.**

Discuss and Take Action on Approval of Signers on Town Bank Accounts

First Selectman Stevenson noted that this was procedural based on new administrative staff.

- ** MR. KOONS MOVED TO APPROVE THE FOLLOWING:
THE BOARD OF SELECTMEN OF THE TOWN OF DARIEN HEREBY AUTHORIZES THE FOLLOWING AS SIGNERS, IN ADDITION TO THE TOWN TREASURER, ON ALL TOWN OF DARIEN BANK ACCOUNTS: KATHLEEN BUCH, TOWN ADMINISTRATOR, JENNIFER CHARNESKI, FINANCE DIRECTOR AND EILEEN MCGRATH, ASSISTANT FINANCE DIRECTOR.**
- ** MR. THORNE SECONDED THE MOTION.**
- ** MOTION PASSED UNANIMOUSLY.**

Discuss and Take Action on Tax Appeal Settlements

First Selectman Stevenson noted that this was as discussed in Executive Session.

- ** MR. RICHARDS MOVED TO APPROVE THE FOLLOWING:
THE DARIEN BOARD OF SELECTMEN HEREBY APPROVES SETTLEMENT OF THE CASE OF PAUL MICHALSKI V. TOWN OF DARIEN TO AMEND THE FAIR MARKET VALUE OF THE PROPERTY TO \$2,550,000 FROM \$2,739,700 EFFECTIVE WITH THE GRAND LIST OF OCTOBER 1, 2013 IN ACCORDANCE WITH A STIPULATION FOR JUDGMENT.**
- ** MR. KOONS SECONDED THE MOTION.**
- ** MOTION PASSED UNANIMOUSLY.**

Consider and take action on the following reappointments and appointment:

Kelly Galvin to the Town Pension Board for a 3-year term beginning on July 1, 2014 and expiring on June 30, 2017

Dirk Leasure to the Five Mile River Commission for a 4-year term beginning 11/15/2015 and expiring on 11/14/2019.

Reese Hutchison to the Sewer Commission for a 3-year term beginning on January 1, 2015 and expiring on December 31, 2017.

First Selectman noted a statement of appreciation and thanks to those that have served and are willing to accept reappointments. Mr. Thorne asked why the term beginning dates are old. First Selectman Stevenson noted that this is due to the time lag of when appointments and reappointments are recommended and approved, and that they are getting better with addressing expired terms.

**** MR. THORNE MOVED TO APPROVE THE ABOVE REAPPOINTMENTS AND APPOINTMENT AS PRESENTED.**

**** MS. MARKS SECONDED THE MOTION.**

**** MOTION PASSED UNANIMOUSLY.**

Agenda Review

Summary Budget Binder; Presentation March 1; Plans for Southwestern Regional Management; Goals & Objectives; Town officials' e-mail procedures; Pedestrian Infrastructure Advisory Board; Parking Authority –Timeline/Next Steps.

Approval of Minutes of Previous Meetings

Regular Meeting of January 25, 2016:

Page 1: Under Attendance, move Susan Cameron from Staff to Other, add 'Planning & Zoning Chair'; Paragraph 2: Add a coma after Board.

Page 2: Under Housing Authority, 2nd sentence, delete 'the integration of'; 1st bulleted point, change McKutcheon to JHM Developers, John McClutchy; add LLC after Imagineers
(It was noted that written corrections were given directly to Ms. Buch.)

**** MR. KOONS MOVED TO APPROVE THE MINUTES OF THE MEETING OF JANUARY 25, 2016 AS AMENDED WITH CORRECTIONS NOTED.**

**** MR. RICHARDS SECONDED THE MOTION.**

**** MOTION PASSED UNANIMOUSLY.**

Special Meeting of February 1, 2016

(As noted with written corrections given directly to Ms. Buch.)

**** MR. KOONS MOVED TO APPROVE THE MINUTES OF THE SPECIAL MEETING OF FEBRUARY 1, 2016 AS AMENDED WITH CORRECTIONS NOTED.**

**** MR. RICHARDS SECONDED THE MOTION.**

**** MOTION PASSED UNANIMOUSLY.**

Regular Meeting of February 1, 2016

Page 1: Paragraph 2, second sentence, add 'is' after 'there'. In the motion add 'GIFT OF' before SCOREBOARDS.

Page 3: After the motion for transfer of \$7,484 change the end of the next sentence to read:
...the fund authorization had lapsed.

**** MR. KOONS MOVED TO APPROVE THE MINUTES OF THE REGULAR MEETING OF FEBRUARY 1, 2016 AS AMENDED WITH CORRECTIONS NOTED.**

**** MR. RICHARDS SECONDED THE MOTION.**

**** MOTION PASSED UNANIMOUSLY.**

Special Meeting of February 8, 2016

**** MR. THORNE MOVED TO APPROVE THE MINUTES OF THE SPECIAL MEETING OF FEBRUARY 8, 2016 AS SUBMITTED.**

**** MR. RICHARDS SECONDED THE MOTION.**

**** MOTION PASSED UNANIMOUSLY.**

Special Meeting of February 10, 2016

Change 2015-16 to 2016-17.

**** MR. KOONS MOVED TO APPROVE THE MINUTES OF THE SPECIAL MEETING OF FEBRUARY 10, 2016 AS AMENDED WITH CORRECTION NOTED.**

**** MR. THORNE SECONDED THE MOTION.**

**** MOTION PASSED UNANIMOUSLY.**

Forthcoming Meetings

February 23, 2016 Board of Education Regular Meeting 7:30 p.m.

March 1, 2016 Board of Finance Regular Meeting 7:30 p.m.

March 7, 2016 Board of Selectmen Regular Meeting 7:00 p.m.

March 8, 2016 Board of Finance Public Hearing on budget 7:30 p.m.

March 14, 2016 Board of Selectmen Regular Meeting 7:00 p.m.

Adjournment

**** MS. MARKS MOVED TO ADJOURN THE MEETING.**

**** MR. RICHARDS SECONDED THE MOTION.**

**** MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 7:35 p.m.

Respectfully submitted,

Marilyn Knox,

Telesco Secretarial Services